

Department of the Interior

Departmental Manual

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Part 446: Law Enforcement

Chapter 13: Statistical Information Systems

Originating Office: Office of Managing Risk and Public Safety

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13.1 Purpose. This chapter provides for the establishment of a management reporting procedure that will produce operational and management law enforcement statistical data.

13.2 Background. In 1988, Congress mandated, through Public Law 100-690 entitled "The Uniform Federal Crime Reporting Act of 1988," (UFCR) a standardized report of crime from all Federal agencies with law enforcement programs. The Act requires that the report shall be automated, meet specifications prescribed by the Federal Bureau of Investigation (FBI), under an established reporting program, referred to as the "Uniform Crime Reporting" (UCR) program, and transmitted to the FBI on a monthly basis. The National Incident-Based Reporting System (NIBRS) is the first major upgrade of the UCR program. The resulting information will assist all bureaus, offices and the Department in planning, programming, budgeting, managing and making appropriate responses to Congressional and other inquiries concerning the Department's law enforcement activities.

13.3 Policy. Each bureau/office that has a law enforcement program will:

A. Implement a statistical management reporting system that is responsive to its needs, the Department's needs, Congressional mandates and other inquiries.

B. Ensure that their management reporting system responds to all of the reporting elements in NIBRS and other reporting elements as may be required by the Department.

C. Establish and implement procedures for reporting statistical data in a timely and efficient manner.

13.4 Standards. The information collected should meet the specifications prescribed by the FBI and include the additional elements required by the Department; however, each bureau/office may develop its own bureau/office reporting system for documenting information critical to its law enforcement activities or program. In order to provide more useful statistics and to eliminate dual reporting requirements, the Department developed two additional summary elements to meet its needs. These reporting elements are as follows:

A. Archaeological Resources Protection Act Violations and

B. Drug Enforcement

13.5 Format and Content. Each bureau/office may develop its own format for documenting information critical to its law enforcement activities; however, all management reporting systems will adhere to the following standards:

A. Basic investigative information will be recorded for the crime categories required by NIBRS and the two additional reporting elements listed in paragraph 13.4 of this chapter.

B. Specific data related to the offense should include exact location, date and time offense committed, nature of incident, complainant/witness/suspect's name, address, home and/or business telephone number, description of property stolen or damaged, value stolen, value recovered, offense code numbers (assigned by bureaus/offices), time spent by law enforcement personnel in investigating the offense, and the disposition of the case.

13.6 National Incident-Based Reporting System. The NIBRS is a Government-wide information management system for law enforcement. It is the first major upgrade of the FBI's UCR Program. It requires detailed information on incidents involving 22 crime categories and all arrests (except minor traffic violations). Additionally, NIBRS requires the use of prescribed data elements and values. The system consists of 52 reporting elements which are required by the FBI and mandatory for each bureau/office to report. Additionally, NIBRS fulfills the "Illegal Drugs" reporting requirements of the UFCR Act of 1988. The Office of Managing Risk and Public Safety has designated a Special Agent of the Law Enforcement and Security Team as the Departmental NIBRS coordinator.

13.7 Procedures.

A. All bureaus/offices will coordinate reporting systems with the MRPS, prior to implementation.

B. All bureaus/offices with law enforcement responsibilities will provide monthly statistical reports to the FBI through MRPS.

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